

**CalWORKs and FOOD STAMP DATA SYSTEMS DESIGN
TASKFORCE
Systems Maintenance Unit (SMU)**

TRANSMITTAL NUMBER: 01-05 (FS)

September 28, 2001

**TO: All Field Operations Bureau Staff and Performance
Measurement Counties**

**SUBJECT/PURPOSE: Coding Duplicate Food Stamp Secondary Cases –
Not Subject To Review**

RELATED REFERENCE: None

SUPERSEDES: None

EFFECTIVE DATE: Upon Receipt

BACKGROUND:

A recent FNS audit identified a problem with the SAS software that was used to construct the October 2000 – June 2001 Food Stamp (FS) Secondary sample universe files. Some cases had duplicate records on these files which should have been removed by the software. These cases had a greater chance of being selected in the sample than other the other cases. This is a one time sampling issue and not related to any other sampling issues.

The FNS procedure to correct this problem is to identify the sample cases with duplicate records on the universe file and then code them as Not-Subject-To-Review (NSTR). We will apply this procedure to both the federal and non-federal sample cases. The total number of FS secondary cases to recorded as NSTR in each county sample is very small (i.e., four or less) so there will be no need to increase the September sample size to insure that the 280 completed case annual sample size requirement is met.

In five counties (Merced, Monterey, San Diego, Stanislaus, and Tulare), no FS secondary sample cases will have to be coded NSTR. Fifteen of the sample cases to be coded fell in the federal sample with 13 of these cases coming from Los Angeles County. We have enough projected reviewable sample cases above the federal minimum annual sample size of 1020 that the recording of these fifteen cases will not put us below this requirement.

We corrected this software problem before selecting the July 2001 FS secondary sample, so no corrective action is needed for the July 2001 – September 2001

INSTRUCTIONS:

Attached is the list of duplicate cases. Please code the applicable food stamp cases as code 2 (Not Subject to Review/Listed in Error) in item 010-0010 of the Q5, and document in the case comments section "NSTR because duplicate universe records."

The Data Transmission and Validation Unit (DTVU) will make the changes to these cases in the Sacramento main (300).

ATTACHMENT

INQUIRIES: Jim Anderson
Statistician

Original Signed by Joeana Carpenter

**JOEANA CARPENTER, CHIEF
CalWORKs and FOOD STAMP DATA SYSTEMS
DESIGN TASKFORCE**